



DEFENSE INTELLIGENCE AGENCY
WASHINGTON, D.C. 20301

JAN 28 1974

U-1827/PM-1

SUBJECT: Fiscal Year 1975 Requirements for Central Intelligence
Agency Information Science Courses

TO: Director
Central Intelligence Agency
ATTN: Acting Deputy Director for Management & Services
Washington, D.C. 20505

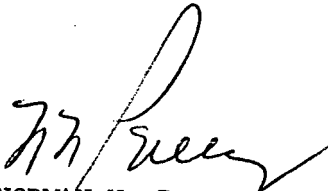
Reference: CIA letter dated 4 December 1974

1. Enclosure 1 indicates this Agency's estimated requirements for Information Science training during fiscal year 1975 as requested in reference.

2. It should be noted that the enclosed estimates reflect course requirements for the Defense Intelligence Agency only. As Executive Agent for the DoD-Wide Civilian Program for General Intelligence Personnel, we are to receive data on the long-range requirements of the DoD civilian general intelligence community. These training requirements are associated with the master training and education plan of the DoD-Wide Civilian Program which includes several information science courses. We should be able to provide more comprehensive estimates of information science training requirements in the very near future.

FOR THE DIRECTOR:

1 Enclosure a/s


NORMAN N. PERLBERG
Acting Deputy Director
for Personnel, Career Development,
and Training

DEFENSE INTELLIGENCE AGENCY

Course Requirements Estimate Sheet
Information Science Training Program
for Fiscal Year 1975

<u>Course</u>	<u>Number of Enrollments Desired in FY 1975</u>
A. <u>Application of Information Science to Intelligence Functions</u>	<u>20</u>
<p>A four-week skills course for professional intelligence personnel in the applications of Information Science to intelligence collection, production and support tasks. It includes Systems Analysis and Computer Science applications, and such Operations Research Techniques as Storage and Retrieval, Linear Programming, Queuing, Bayesian Analysis, Value Analysis, Probability, etc. The course is presented in the context of the intelligence collection, production and support functions of the Intelligence Community. Practical, "hands-on" teaching techniques are utilized. Two years' intelligence experience is desired but not essential. An engineering or mathematics background is unnecessary. (Grade range--GS-09 through 15 or equivalent military rank.)</p>	
B. <u>Information Science for Managers</u>	<u>20</u>
<p>A one-week course for middle- and senior-level managers emphasizing the applications of Information Science methods to management tasks. It teaches systematic and quantitative management methods. Course emphasis is on conveying to the student an appreciation of the capability, applicability and limitations of Information Science methods. The student is introduced to the use of computer terminal but skills are not developed. (Grade range--GS-12 through 16 or equivalent military rank.)</p>	

Enclosure (U-1827/PM-1)

<u>Course</u>	<u>Number of Enrollments Desired in FY 1975</u>
C. <u>Survey of Intelligence Information Systems</u>	<u>20</u>

A three-week course for intelligence officers designed to provide an overview of the information handling systems of the various agencies of the Intelligence Community. It surveys the content, services, capabilities, and limitations of these systems. It includes visits to CIA, DIA, NSA, and other elements of the Intelligence Community. It teaches elementary skills in the use of storage and retrieval and on-line terminals and the application of these skills to intelligence tasks. (Grade range--GS-09 through 15.)

DDM&S Registry
Training

29 Jan 1974

Director of Training

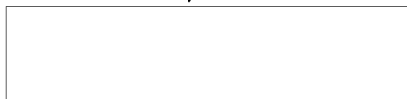
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C of C

Attached responds to our
request for requirements sent by
Acting DD/M&S on 4 December.
(DD/M&S 73-4623)

STAT

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STAT

Chief, DD/M&S Plans Staff

7D-02

Hqs.



Att: DDM&S 74-0311 - Ltr to DCI dtd 28 Jan 74 fr Acting Deputy
Director for Personnel, Career Development
and Training/DIA; subj: FY 1975 Requirements
for CIA Information Science Courses

Distribution:

Orig Transmittal Slip - DTR w/Att. Orig
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DD/M&S Registry
File *Training!*

DD/M&S 73-4623

4 DEC 1973

Vice Admiral V. P. de Poix, USN
Director
Defense Intelligence Agency
Washington, D.C. 20301

Dear Admiral de Poix:

In response to a recommendation of the President's Foreign Intelligence Advisory Board, the Director of Central Intelligence requested the Department of Defense to develop and support a program of information science training for the benefit of all United States Intelligence Board agencies and departments. Thus, the Information Science Center was established in 1967 at the facilities of the Defense Intelligence School, and a comprehensive program was conducted until 1972 when personnel and budget cuts necessitated termination of the Department of Defense direct involvement in the Center. In May 1972 the Central Intelligence Agency assumed responsibility for this activity utilizing existing facilities at the Defense Intelligence School and a faculty of Central Intelligence and National Security Agency personnel with guest speaker and computer support from the Defense Intelligence Agency. In July 1973 this activity was moved into Central Intelligence Agency facilities in the Chamber of Commerce Building in Arlington, Virginia.

Since the Central Intelligence Agency assumed executive responsibility for this program, we have conducted ten Information Science courses for the Intelligence Community, enrolling 66 of your employees, for a total of 910 student days of participation by the Defense Intelligence Agency, or 25% of the total student participation from all agencies and departments. Also, the faculty of this program has provided segments of information science training in several programs of the Defense Intelligence School, notably the National Senior Intelligence Course, the Civilian Intelligence Analyst Course, and the Defense Intelligence Management Course. Student course critiques and course segments have been very favorably received by the students from your agency.

With community needs in mind we are now turning our thoughts to Fiscal Year 1975 programs. Enclosed is a Course Requirements Estimate Sheet describing the community courses that we are now offering on a repetitive basis. We are asking that you specify your needs for these courses in terms of student input in Fiscal Year 1975 and, additionally, provide us with any comments you may wish to make on future programming.

Although the Defense Intelligence Agency has been unable to provide direct staff support to this activity, a fact that has limited, and will continue to limit, the amount of training scheduled on an interagency basis, we do appreciate the facility and guest speaker support provided by the Defense Intelligence School and the computer support rendered by the Defense Intelligence Agency On-Line System.

It is our firm conviction that a strong Information Science Training Program is essential to the needs of the Intelligence Community and we look forward to your continued support in Fiscal Year 1975.

Sincerely,



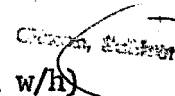
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Acting Deputy Director
for
Management and Services

Enclosure

Distribution:

Orig. - Adse
2 - DDM&S
2 - DTR (1 w/h)



Course Requirements Estimate Sheet
Information Science Training Program
for Fiscal Year 1975

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A. <u>Application of Information Science to Intelligence Functions</u>	<hr/>
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C. <u>Survey of Intelligence Information Systems</u>	

A three-week course for intelligence officers designed to provide an overview of the information handling systems of the various agencies of the Intelligence Community. It surveys the content, services, capabilities, and limitations of these systems. It includes visits to CIA, DIA, NSA, and other elements of the Intelligence Community. It teaches elementary skills in the use of storage and retrieval and on-line terminals and the application of these skills to intelligence tasks. (Grade range--GS-09 through 15.)

CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D.C. 20505

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Director
Defense Intelligence Agency
Washington, D.C. 20301

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for Fiscal Year 1975

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